

S-E-C-R-E-T

MINUTES OF THE DEPUTY DIRECTOR (SUPPORT)

STAFF MEETING

3 April 1957

1. Colonel White announced that a representative from the Office of Current Intelligence will give a briefing at every other Staff Meeting beginning 10 April 1957.

2. The Director has requested that in cables or dispatches containing Agency policy that we do not use the words "we concur" or "Agency concurs" if the communication is from a level lower than the Director or a Deputy Director.

3. Colonel White read a memorandum addressed to the National Security Council from the Executive Secretary, National Security Council relative to the distribution of NSC papers outside the United States. Although this subject probably does not apply to DD/S components, it is important to keep in mind that prior DCI permission will be required.

4. The Director has requested the Inspector General to work up an appropriate celebration for CIA's tenth anniversary in September. Colonel Edwards has been appointed as the DD/S member to a committee established by the Inspector General for this purpose.

5. Colonel White pointed out that the Agency has successfully terminated an employee on the basis of unsuitability. Any Office or Staff Chief having personnel who do not measure up to CIA employment standards should check with the Director of Personnel so that proper steps are taken to insure effective separation action.

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6. Mr. [REDACTED] gave a summary on the status of the coordination of Agency Regulations which have been in the DD/S Offices six weeks or longer. As of the last report on 5 March 1957, there were thirty-six proposed issuances in process. Since that date the processing on seven issuances has been completed, and seven new issuances have been added so that there is still a balance of thirty-six outstanding. Mr. [REDACTED] also discussed the format of Regulations and urged the separation of essential policy from detailed procedures. The procedures give the most difficulty in the coordination process, and, if they were in Handbooks, then the Regulations could be expedited for prompt publication of policy.

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7. Mr. Andrews reminded all present that Operation Alert is only

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three months away, and he will see that specific instructions are in the hands of those interested prior to July.

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8. Next week Mr. [REDACTED] will give a presentation on the Agency's printing program with particular reference to the recent transfer of the GPO - State Service Printing Plant to Agency operating control.

9. [REDACTED] gave an interesting presentation on the Office of Communications Overseas Organization.

10. The meeting adjourned at 1155 hours.

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